STATE OF TENNESSEE
DEPARTMENT OF HEALTH

REQUEST FOR INFORMATION
FOR
THE DEVELOPMENT OF A RUN CLUB MOBILE APPLICATION

RFI # 34347-51917

JUNE 14, 2016

1. STATEMENT OF PURPOSE:

The State of Tennessee, Department of Health, issues this Request for Information ("RFI") for the purpose of identifying those vendors who currently have the capacity to develop mobile applications ("app's") designed to run on devices such as smartphones and tablet computers with a web browser interface. The State intends to engage communities in more physical activity through the promotion and support of run clubs and plans to develop a mobile app which can be used as a tool for both run club participants and their coaches. We appreciate your input and participation in this process.

2. BACKGROUND:

Run clubs have been a strategic effort of the Tennessee Department of Health (TDH) to engage youth in physical activity. Run clubs allow young persons to see their progress over time through better run/walk times or longer distances, and provide opportunities for graduated competition in a peer environment that is supported by adult supervisors.

Each run club has a coach/mentor with organized practice times and periodic event opportunities. Run clubs typically take place on school grounds before or after the school day as part of a before or after-school club or childcare program. Activities may include walking, jogging or running around school grounds on a walking track, competition track, athletic field, green space or another location.

TDH provides funding and support for run clubs through a variety of initiatives and partnerships. Over 50 school based run clubs exist within the state, involving over 100 schools. There are currently twelve Tennessee state parks that sponsor run clubs, working closely with schools in their surrounding counties. Run clubs provide opportunities for students to be physical active as part of a goal to reach at least 60-minutes a day of moderate to vigorous physical activity. (See more at: http://tn.gov/health/topic/run-clubs .)

TDH intends to develop a Run Club system that includes a web interface, a mobile app and a data repository. The mobile app will provide informational messaging about run clubs, measure the impact of school run club initiatives, provide incentives to join a run club, and market run clubs across the state. The mobile app will be designed with a user friendly technology that will benefit the participants in run club, the run club coaches, and provide evaluation data to measure impact of this strategic intervention. The web interface will provide tracking for users without mobile devices, management capabilities for coaches, monitoring capabilities for parents and an interface to current run club capabilities. The data repository will store data collected from the mobile app and web interface.

The run club mobile app will be designed with the following capacities:

- Group management (Coaches create private groups, invite members from the specific run clubs with parental approval)
- Role based security for each group
- Physical activity goal management (create, track, report, edit, delete)
- Challenge management within and between groups (create, track, report, edit, delete)
- Physical activity and nutrition recommendation push alerts to users
- Time-trial management (create, track, report, edit, delete)
- Tap on/off GPS activity to track and log with distance, pace, time, route map
- Track and display leaderboards for challenges within and between groups
- Monitoring capacity for parents within their child's account
- Survey management to send questions and store responses (i.e. How many vegetables have you eaten today? How many minutes of exercise have you had today? How many family members/friends have you gotten to run with you this week?)
- Data export for detailed analysis
- Privacy features including group participation only by coach invitation and parental acceptance/monitoring with minimal recording of personal information (username/email, password, school)
- App specific incentives (i.e. badges and avatar options for the number of logins, miles run, or pace)
- The app will be made available through major app stores and from the TDH website
- The data collected will be securely transmitted to a remote repository by user name and group [in a timely manner]

The accompanying web interface will include the following functions:

- Administrative interface for creating and managing run club groups, sending alerts, generating surveys and creating incentives.
- Role based security for each group
- Interface for students without a mobile device to record and manage their activities
  - Physical activity goal management (create, track, report, edit, delete)
  - Challenge management within and between groups (create, track, report, edit, delete)
  - Physical activity and nutrition recommendation push alerts to users
  - Track and display leaderboards for challenges within and between groups
  - App specific incentives (i.e. badges and avatar options for the number of logins, miles run, or pace)
  - Group management (Coaches create private groups, invite members from the specific run clubs with parental approval)
- Monitoring capacity for parents within their child's account
- Interface with existing TDH run club curriculum and toolkit for creation of run clubs

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- The data collected will be securely transmitted to a remote repository by user name and group [in a timely manner]

The accompanying data repository will include:

- A database structure to support the collection of run club data
- A secure transport method to maintain privacy and security

This RFI is not requesting a replacement or alternative to any existing system.

3. COMMUNICATIONS:

Please submit your response to this RFI to:

Melissa Painter, Competitive Procurement Coordinator
Division of Administrative Services/Service Procurement Services
Andrew Johnson Tower, 5th Floor
710 James Robertson Parkway
Nashville, TN 37243
615.741.0285
Melissa.Painter@Tn.gov

3.1. Please feel free to contact the Department of Health with any questions regarding this RFI. The main points of contact will be:

For Run Club questions:

Thea Jones, MPH, Director of Chronic Disease Prevention and Health Promotion
Tennessee Department of Health
Division of Family Health and Wellness, 8th Floor
710 James Robertson Parkway
Nashville, Tennessee 37243
Email Address: Thea.Jones@tn.gov
Telephone # 615-532-8192

For Information Technology Service questions:

David Traeger, Senior Project Manager
Information Technology Services
Tennessee Department of Health
Andrew Johnson Tower, 3rd Floor
710 James Robertson Parkway
Nashville, TN 37243
Email: David.Traeger@tn.gov
Telephone # 615-253-3583

3.2. Please reference RFI # 34347-51917 with all communications to this RFI.

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		June 14, 2016
2.	RFI Response Deadline		July 8, 2016

5. GENERAL INFORMATION:

5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.

5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.

5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms:

RFI # 34347-51917 **TECHNICAL INFORMATIONAL FORM**
1. RESPONDENT LEGAL ENTITY NAME:
2. RESPONDENT CONTACT PERSON: Name, Title: Address: Phone Number: Email:
3. Provide a brief description of experience providing similar scope of services/products:
4. Provide a description of the service/ good you would propose for this project.

COST INFORMATIONAL FORM
1. Describe what pricing units you typically utilize for similar services or goods (e.g., per hour, each, etc.:
2. Describe the typical price range for similar services or goods

ADDITIONAL CONSIDERATIONS
1. Please provide input on alternative approaches or additional things to consider that might benefit the State: